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MINUTES

OF THE

CIA CAREER SERVICE BOARD

29th Meeting, Thursday, 29 April 1954, at 4:00 P. M.  
DCI Conference Room, Administration Building

Present: Messrs. Lyman B. Kirkpatrick, Inspector General, Chairman  
Matthew Baird, Director of Training, Member

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[REDACTED] Deputy Chief, PP, Member  
[REDACTED] Alternate for DD/P, Member  
[REDACTED] DAD/O, Member

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[REDACTED] AD/Communications, Member  
Harrison G. Reynolds, AD for Personnel, Member  
L. K. White, ADD/A, Member

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[REDACTED] SA/SS/I, Alternate for DD/I, Member  
[REDACTED] Task Force on Career Development of  
[REDACTED], Guest  
[REDACTED] Task Force on Career Development of  
[REDACTED], Guest  
[REDACTED] Task Force on Career Development of  
[REDACTED], Guest  
[REDACTED] Task Force on Career Development  
[REDACTED], Guest  
[REDACTED] Chief, Administrative Staff, DD/P,  
[REDACTED] Executive Secretary  
[REDACTED] Secretariat  
[REDACTED], Reporter

1. The Board approved the minutes of the 28th meeting, held 22 April 1954, with the following change. The 4th sentence within paragraph 2 will read (the emendation is underlined), "It was further agreed that this policy would be effective on a trial basis during which time the Office of Personnel would, upon receiving a recommendation for promotion, review the cases of other Agency employees of that or the next lower grade to see whether any of them were equally or more fully qualified for the promotion."

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2. The Assistant Director for Personnel informed the Board that he, beginning 1 June 1954, would be able to furnish the head of each Career Service a monthly listing of all members of that Career Service who have entered the zone of consideration for promotion. (see paragraph 5a of the forthcoming Promotion Regulation [REDACTED])

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3. The Board then continued its discussion of the Staff Study, "Career Development of Junior Personnel," dated 16 April 1954, carried over from the previous meeting. The general consensus of the Board was that information concerning this program, when approved, would be disseminated down to the supervisory level and to component Career Service Boards, and that the Office of Personnel would prepare a suitable issuance to accomplish this purpose. It was further decided that restriction of the distribution of the Notice was not designed to conceal existence of the program or to imply that applications from individuals would be denied but would serve to limit applications by more selective dissemination of the information. The premise was accepted that the program was designed to develop junior officers with the needs of the Agency as a whole as the prime motivating factor, but that in view of concern of Agency personnel regarding loss of identification with sponsoring components that there should be a continuing tie to the sponsoring office and that the career designation of the individuals should be maintained until changed by agreement with the individual, his original sponsoring office and the potential gaining office. It was further agreed that the program would more appropriately be limited to persons with at least three years Agency service, but that sufficient latitude would be allowed the Selection Committee to waive this qualification. Discussion then took place regarding the eventual reassignment of individuals who are accepted into the program. It was agreed that since these were high caliber individuals that there would be adequate provision to prevent their being subjected to anything approaching the present "surplus" situation which has existed in the Agency. It was agreed that when necessary individuals in the program would continue to occupy Office of Training slots at the conclusion of their development phase but would physically return to their sponsoring component until a T/O position became available to accommodate them. Should any individual occupying one of these slots after the conclusion of his developmental or training phase still be unassigned after a reasonable length of time, even though opportunity had existed for properly slotting him, the Assistant Director for Personnel should have the right of assigning him elsewhere.

It was agreed that the necessary amendments to the Task Force's proposal would be made and the revised paper attached to the minutes. The Task Force attempted to carry out this directive, but in view of lack of precise instructions from the Board felt that the paper should again go before the Board for approval. With the concurrence of Messrs. Kirkpatrick, Baird, and Reynolds, the revised paper will be on the Board's Agenda for the meeting on 13 May - Executive Secretary

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4. The Board then turned to the choice of candidates for the Advanced Management Program at the Graduate School of Business Administration, Harvard University. After discussion the Board chose Mr. [REDACTED] as alternate. Mr. Baird was directed to attempt to secure a second slot for CIA in which case Mr. [REDACTED] would also attend.

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5. Regarding the selection of candidates to attend the Service Colleges it was decided that the Screening Committee, which had prepared recommendations on the National War College and the Industrial College of the Armed Forces, would be reconvened to consider the candidates. Providing there was time enough they would report back to the Board; otherwise, they would recommend to the DCI their selections without review by the Board.

6. Two requests for Career Development Positions were presented by the Executive Secretary. These requests for [REDACTED] (OCD) and [REDACTED] (FE Division) were both approved by the Board.

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The Chairman noted that there were two issuances ready for distribution to the Board, both of which would be on the Agenda for the next meeting. The first was the Report of the Task Force on CIA Career Service; the second was the report of a survey of opinion regarding the Career Service which the Executive Secretary had made following a talk at the recent Basic Intelligence Course(CS).

7. The meeting adjourned at 5:05 P. M.

[REDACTED]  
Executive Secretary

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